

**To:** Instrella, Ron (ARC-SG)[Bay Area Environmental Research Institute][ron.instrella@nasa.gov]  
**From:** Gullett, Brian  
**Sent:** Wed 8/24/2016 5:40:17 PM  
**Subject:** RE: Radford Hotel

Lea didn't mention that. I think until you get her on the phone there won't be resolution.

**From:** Instrella, Ron (ARC-SG)[Bay Area Environmental Research Institute]  
[mailto:ron.instrella@nasa.gov]  
**Sent:** Wednesday, August 24, 2016 1:39 PM  
**To:** Gullett, Brian <Gullett.Brian@epa.gov>  
**Subject:** Re: Radford Hotel

The reservations office did ask for a 3 (or 4) digit code for the group. If it's in the system, what would be the group name (e.g. EPA, EPA-NASA, RAAP)?

--

Ronald Instrella

Research Engineer

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[ron.instrella@nasa.gov](mailto:ron.instrella@nasa.gov)

On Aug 24, 2016, at 10:36 AM, Ron Instrella <[ronnie.t.instrella@nasa.gov](mailto:ronnie.t.instrella@nasa.gov)> wrote:

Will do. Thanks Brian.

-Ron

--

Ronald Instrella

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On Aug 24, 2016, at 10:35 AM, Gullett, Brian <[Gullett.Brian@epa.gov](mailto:Gullett.Brian@epa.gov)> wrote:

Okay, keep trying. Lea said that they sometimes block rooms off and save them. I think that was the case here. Again, mention Radford and my booking.

Brian

**From:** Instrella, Ron (ARC-SG)[Bay Area Environmental Research Institute]  
[<mailto:ron.instrella@nasa.gov>]

**Sent:** Wednesday, August 24, 2016 1:34 PM

**To:** Gullett, Brian <[Gullett.Brian@epa.gov](mailto:Gullett.Brian@epa.gov)>

**Subject:** Re: Radford Hotel

Hi Brian,

I had a chance to call again this morning. I again couldn't get in touch with Lea about the special rate, but according to their reservations office, it seems like there's booked between September 18th to October 1st. I left a message for Lea, so I'll wait to hear back, but if there isn't a set of rooms available our group may have to look elsewhere.

Cheers,

Ron

--

Ronald Instrella

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On Aug 24, 2016, at 3:11 AM, Gullett, Brian <[Gullett.Brian@epa.gov](mailto:Gullett.Brian@epa.gov)> wrote:

Yes, i'm sure you'll have to talk to Lea for that special rate.

Brian K. Gullett, Ph.D.

U.S. EPA, Office of Research and Development

On Aug 23, 2016, at 7:18 PM, Instrella, Ron (ARC-SG)[Bay Area Environmental Research Institute] <[ron.instrella@nasa.gov](mailto:ron.instrella@nasa.gov)> wrote:

Hi Brian,

I had a chance to give the front desk a call earlier today. They couldn't find the group rate in the system, although Lea was not available at the time. They suggested calling back tomorrow when she's in. I'll see if there are still

rooms available for the entire two weeks.

Cheers,

Ron

--

Ronald Instrella

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On Aug 18, 2016, at 4:43 AM, Gullett, Brian <[Gullett.Brian@epa.gov](mailto:Gullett.Brian@epa.gov)> wrote:

Ved, Ron,

I did some talking with the Holiday Inn in Christiansburg (a 10 minute drive from RFAAP). I got a \$89 weekday rate, \$189 first weekend rate, \$149 second weekend rate, all including breakfast. If you are interested, contact:

Lea Wall

Director of Sales

Holiday Inn Christiansburg/Blacksburg

99 Bradley Drive

Christiansburg, VA 24073

Hotel: 540.381.8100

Fax: 540.381.2173

[www.holidayinn.com/cburgnorth](http://www.holidayinn.com/cburgnorth)

Mention that you are from NASA with the EPA group working at Radford AAP. Do this soon, lest they run out of room on the football weekend (Virginia Tech is nearby....).

Brian